

UPDATED COVID 19 APPLICATION GUIDELINES

DURING THE COVID 19 PANDEMIC, PLEASE FOLLOW THESE APPLICATION GUIDELINES:

1. Review the Rockport Wetlands Protection Bylaws (found @ www.rockportma.gov/coservation-commission) & the MA Wetlands Protection Act Regulations (found @ <http://www.mass.gov/eea/agencies/massdep/water/regulations/310-cmr-10-00-wetlands-protection-act-regulations.html>).
2. We strongly recommended that you schedule an appointment with the Conservation Agent to review your application materials before the filing deadline. Call Conservation Agent at **978-546-5005** or email @ gfalco@rockportma.gov. *If the Agent is not in the office, please leave a message and she will return your call from her "stay-at-home" site as soon as possible.*
3. Submit **ONLY one (1) original**, signed paper copy of a complete application to the Rockport Conservation Commission office (34 Broadway, Rockport, MA 01966) two weeks before a regularly scheduled meeting.
4. Also, send an **electronic copy** of the complete application two weeks before a regularly scheduled meeting to **BOTH** the following town departments:
 - a. Rockport Town Clerk pbrown@rockportma.gov or mwaddell@rockportma.gov , and
 - b. Rockport Conservation Agent: gfalco@rockportma.gov.A failure to send to **BOTH** above departments may be cause for delays.
5. You **MUST (REQUIRED)** Send one (1) complete paper copy, simultaneously via certified mail (not hand delivery) to the:

MA Department of Environmental Protection (DEP)
Northeast Region - Wetlands & Waterways
205B Lowell Street
Wilmington, MA 01887

6. You may (**NOT REQUIRED**) submit completed application electronically to the MA DEP @ NERO_NOI@mass.gov and label your email to DEP in the subject line as follows:
 - a. ROCKPORT-RDA-StreetAddress-ApplicantName
 - b. ROCKPORT-NOI- StreetAddress-ApplicantName, or
 - c. ROCKPORT-ANRAD- StreetAddress-ApplicantName.

Follow all other guidelines when submitting WPA & Rockport Wetlands Bylaw applications. See our website for the guidelines for ANRAD, RDA, and NOI.